



OTCnet Release 1.5



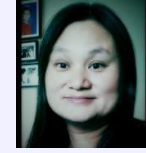
Information Session

March 20, 2014



Introduction

Welcome

Time	Agenda Item	Team	Presenters
1:30 pm — 1:35 pm	Information Session Kick Off	U.S Treasury, Bureau of the Fiscal Service	Reginald P. McKinney 
1:35 pm — 1:50 pm	Release 1.5 Overview	Requirements Team	Puja Thaker 
1:50 pm — 2:15 pm	Historical Reporting Demonstration & Hardware Overview	Training Team	Zelete Agosto Henry 
2:15 pm — 2:30 pm	Future Releases and Q&A Session	Requirements Team	Puja Thaker and Bonnie Peters 

Release 1.5 Overview

Release 1.5 Overview

Fiscal Service has identified two top priority projects, Straight Through Processing (STP) and Archiving and Architecture, to enhance the Over the Counter Channel (OTCnet) application. To ensure OTCnet can continue to support agencies' short-term and long-term needs, these two priorities will be implemented in two different phases in OTCnet.

In June 2014, Release 1.5 will be made available and offer the first phase of the STP feature, an Archive and Architecture function, and additional benefits that will help agencies utilize the OTCnet application more efficiently. The following will be made available in Release 1.5:

1. STP – Different Routing Numbers for Non-Appropriated Funds Channel
2. Voucher Date Changes and Reports Updates
3. Close Batch and Approve Batch Screen Updates
4. Batch List Report – Issue Resolved and Updated Look and Feel
5. CIRA CSV Historical Report (Archive) Function
6. Panini I: Deal and EC9000 Scanners

Straight Through Processing (STP)

Straight Through Processing (STP) will improve the efficiency and management of funds sent to the Treasury's General Account (TGA). As part of STP, OTCnet will process Non-Appropriated Funds (NAF) transactions separately from regular check transactions through separate Bank Routing Numbers (RTNs).

1. Debit Gateway has split OTCnet into 2 distinct processing Channels

- OTCnet settles at the Treasury General Account (TGA)

- OTCnet Non-Appropriated Funds (NAF) — does NOT settle at the TGA

2. OTCnet NAF is made up of three agencies: AAFES, Air Force and Holocaust Museum

Voucher Date Changes and Reports Updates

In Release 1.5, the Voucher Date will be added to both the 215 Deposit Ticket Report (Credit Voucher) and the 5515 Debit Voucher Report. OTCnet will also change how it defines the Voucher Date in the 215 Deposit Ticket to ensure agencies' crediting practices are in compliance with the Treasury Financial Manual (TFM).

215 Deposit Ticket Report				
Generated: 06/07/2013 12:55:01 PM ET				
From Date: 05/01/2013				
To Date: 05/10/2013				
215 - Deposit Ticket				
OTC Endpoint: DFAS-CO		Deposit Ticket No: 000914	Settlement Date: 05/02/2013	Voucher Date: 05/01/2013
Fiscal Agent: FRB Cleveland				
Cashier ID	Transaction Date	Summary Count	Summary Amount	
215 - Detail				
OTC Endpoint: DFAS-CO		Description: Defense Finance Accounting Service, Columbus	ALC+2: 0000798503	
qcco003	05/01/2013	2	\$77.00	
qcco0003	04/30/2013	2	\$59.00	
qcco0003	05/01/2013	1	\$434.00	
Total ALC: 0000798503		5	\$570.00	

5515 Debit Voucher Report

From Date: 06/01/2013 To Date: 06/05/2013

OTC Endpoint: ALL

Fiscal Agent: FRB Cleveland

OTC Endpoint: DG4

Description: DG4 Test

ALC+2: 1000000004

Settlement Date: 06/04/2013

Voucher Date: 06/04/2013

Debit Voucher Number	Unique Transaction ID	Date of original Transaction	Original CASH LINK	\$ Amount	Cashier ID	Return Reason Code
000956	13702816090045495005	06/03/2013	000952	\$33.00	otcgef51	DClosed Account
Summary number of transactions:				1		
Summary of total dollars:				\$33.00		

215 Deposit Ticket

Current Voucher Date Definition	Release 1.5 Voucher Date Definition	Agencies' Benefit
<p>The date that credit for the transaction is received from the payment system, also known as the Settlement Date.</p> <p>This is the banking day after the transaction is received by the Debit Gateway from OTCnet.</p>	<p>The business processing day the transaction is received by the Debit Gateway from OTCnet.</p>	<p>There will be no impact within OTCnet. Agencies will still be able to see the SF 215 report the next day in OTCnet and CIR.</p>

Close Batch and Approve Batch Screen Updates

The Close Batch and Approve Batch screens have been updated to address agencies' needs and feedback.

For both the Close Batch screen and the Approve Batch screen:

- The Confirm button will be disabled until the user has selected either Export or Print PDF Report.
- The Print PDF Report button has been moved to better reflect the sequence of events.

The screenshot shows the OTCnet 'Close Batch' screen. At the top, there's a navigation bar with 'Check Processing' and 'Administration' tabs. Below this, the 'Batch Management' section is active. A message states: 'Please export or print the Batch List Report prior to selecting the "Confirm" button.' Below this message are three buttons: 'Cancel', 'Print PDF Report', and 'Confirm'. The 'Print PDF Report' button is circled with a red '2'. Below the buttons is an 'Export as' section with a dropdown menu set to 'Word' and an 'Export' button, which is circled with a red '1'. A red box with a red '3' highlights the message area. The table below shows the batch list to be closed.


OTC Endpoint	Description	ALC + 2	Batch ID	Creator	Created On	Total Item Count	Total Amount	Approved Item Count	Approved Amount	Voided Item Count	Voided Amount
OTC Endpoint	OTC Endpoint Description	9876543210	4dea0ccf-556e-4cb9-b13a-518871b97ed6	otcnqe89	11/22/13 10:57 AM AM ET	7	\$ 4,768,933.72	7	\$ 4,768,933.72	0	0.00

Batch List Report – Issue Resolved

The Batch List Report will be generated under a new report software that allows batch list reports to populate and print consistently, resolving the current issue where the batch list does not populate or is unable to print.

The Cashier ID will also be added to each check item, so that agencies will be able to identify the individual that processed the check for audit purposes.

Some fields have been reallocated on the screen to better display the information.



Batch List

OTCnet Endpoint: Org Code
 ALC+2: 9876543210

Batch: e98c9852-497b-4a7e-bfdb-52a50b96050d

Date: 11/22/13 10:57 AM

Printed By: Peyton Manning

KEY - [S]tatus: [A]pproved, [V]oid; [T]ype: [P]ersonal, [N]onPersonal

Processing Method: Customer Not Present

S	T	IRN	Capture Date	Bank No	Account No	Check No	Amount	User Defined Fields	Accounting Code	Description	Cashier
A	N	123456789012345678901234	11/22/13 10:57 AM	123456789	1818181818181818	123456789012345	\$ 18.18	Field Name One:Field Value One Field Name Two:Field Value Two	XLS18V32P	Acc Code Description	pmanning18
A	N	123456789012345678901234	11/22/13 10:57 AM	123456789	1818181818181818	123456789012345	\$ 2,384,457.77		XLS18V32P	Acc Code Description	pmanning18
Sub Total:				Count:	2	Amount:		\$ 2,384,475.95			

KEY - [S]tatus: [A]pproved, [V]oid; [T]ype: [P]ersonal, [N]onPersonal

Processing Method: Customer Present


S	T	IRN	Capture Date	Bank No	Account No	Check No	Amount	User Defined Fields	Accounting Code	Description	Cashier
A	N	123456789012345678901234	11/22/13 10:57 AM	123456789	1818181818181818	123456789012345	\$ 18.18	Field Name One:Field Value One Field Name Two:Field Value Two	XLS18V32P	Acc Code Description	pmanning18
A	N	123456789012345678901234	11/22/13 10:57 AM	123456789	1818181818181818	123456789012345	\$ 2,384,457.77		XLS18V32P	Acc Code Description	pmanning18
A	N	123456789012345678901234	11/22/13 10:57 AM	123456789	1818181818181818	123456789012345	\$ 2,384,457.77		XLS18V32P	Acc Code Description	pmanning18
Sub Total:				Count:	3	Amount:		\$ 4,768,933.72			

KEY - [S]tatus: [A]pproved, [V]oid; [T]ype: [P]ersonal, [N]onPersonal


Processing Method: Back Office

S	T	IRN	Capture Date	Bank No	Account No	Check No	Amount	User Defined Fields	Accounting Code	Description	Cashier
A	N	123456789012345678901234	11/22/13 10:57 AM	123456789	1818181818181818	123456789012345	\$ 18.18	Field Name One:Field Value One Field Name Two:Field Value Two	XLS18V32P	Acc Code Description	pmanning18

11/22/13 10:57 AM
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**BUREAU OF THE
Fiscal Service**
U.S. DEPARTMENT OF THE TREASURY



THE DEPARTMENT OF THE TREASURY
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Batch List Report – Updated Look and Feel

The Summary table has been updated to consolidate the OTC Endpoint and Overall Total tables into one Batch List Summary table. This will allow users to access transaction information more efficiently.

Please note that the Count, Amount for Approved, and Void items have been included in the Batch List Summary.

Summary Table

Summary

Date: 10/18/13 10:17AM

Printed By: otcnct tcnqeChkSupervisor

OTC Endpoint Totals

Batch ID	OTC Endpoint	ALC + 2	Count	Amount
60B0AEC0-8BF5-4E99-8185-CB56ED55752E	328 3	- 5100000280	2	\$142,861,211.00
610AC209-C5A7-4DB5-A63B-D9FAFA27189B	202 2	- 5100000003	2	\$113,732,182.00
Grand Totals:			4	\$256,593,393.00

Overall Totals

	Count	Amount
Approved	4	\$256,593,393.00
Void	0	\$0.00
Grand Totals	4	\$256,593,393.00

New Batch List Summary Table

Batch List Summary

Date: 11/22/13 10:57 AM

Printed By: Peyton Manning

Batch ID	OTC Endpoint	ALC + 2	Void Count	Void Amount	Approved Count	Approved Amount
4dea0ccf-556e-4cb9-b13a-518871b97ed6	Org Name - Org Code	9876543210	0	\$ 0.00	7	\$ 4,768,933.72
e98c9852-497b-4a7e-bfdb-52a50b96050d	Org Name - Org Code	9876543210	1	\$ 10.55	7	\$ 4,768,933.72
Grand Total:			1	\$ 10.55	14	\$ 9,537,867.44

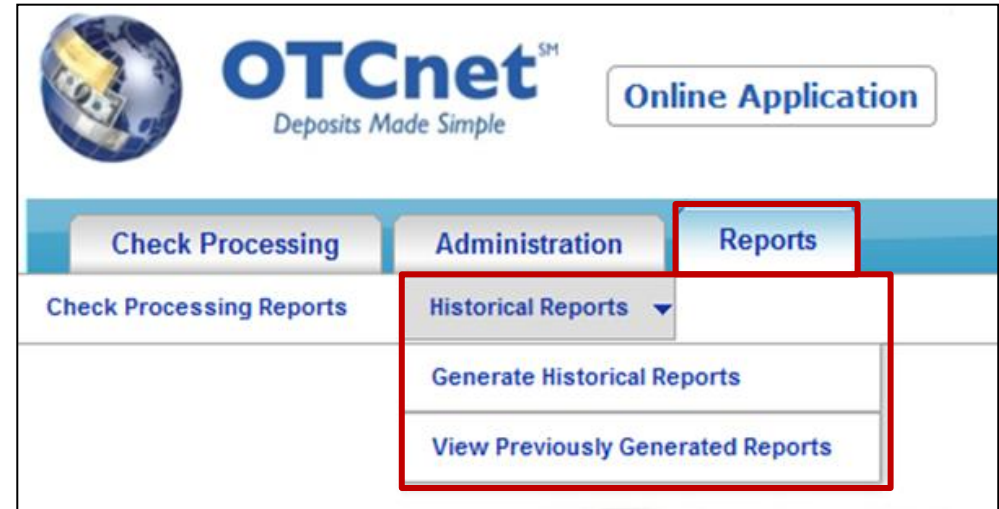
Check Processing Archive and Historical Reports

In Release 1.5, OTCnet will begin archiving check transaction data to a historical database to help users search and generate reports more efficiently. The CIRA CSV Historical Report is part of phase one of the Archiving and Architecture project in OTCnet.

Historical reports are used to query check records that are associated with batches that have a Received Date older than 18 months from the current system date, while using other functions of OTCnet simultaneously.

The new Historical Reporting feature allows users to:

- a) Retrieve up to one month of historical data in one report
- b) Pull the report in the CSV format like the current CIRA CSV Report
- c) Access Previously Generated Reports, which are retained for seven days
- d) Continue to use OTCnet after a user has submitted a report's request



Demonstration: Generate and View a Historical Report

Generate a Historical Report

The screenshot displays the OTCnet web application interface. At the top, the OTCnet logo with the tagline "Deposits Made Simple" is on the left, and the date "February 10, 2014" and navigation links "Home | My Profile | Training | Print | Help | Log Out" are on the right. A status bar indicates "Online Application" and "Connection Status: Online". Below this, a blue navigation bar contains "Check Processing", "Administration", and "Reports". The "Reports" tab is selected and highlighted with a red box. Under "Reports", a dropdown menu is open, showing "Historical Reports" (highlighted with a red box) and "Check Processing Reports". The "Historical Reports" dropdown is further expanded, showing "Generate Historical Reports" (highlighted with a red box) and "View Previously Generated Reports". The main content area features a large graphic of a globe with US dollar bills (5, 10, and 20) wrapped around it.

Generate a Historical Report (Cont'd)

CIRA CSV Historical Report

Please enter CIRA CSV Historical Report search criteria.

* Denotes required fields.

Search Criteria

OTC Endpoint:*

Configured OTC Endpoints

<< < 1-1 > >> of 1 Records

Select	OTC Endpoint	Highest Level Organization
<input checked="" type="radio"/>	OTS	Bureau of the Public Debt

☒ Include Subordinates

Form Name:

-- Select Form --

Deploy Date:

-- Select Version --

User Defined Fields:

User Defined Field 1:

User Defined Field 2:

User Defined Field 3:

User Defined Field 4:

Account:

Bank Routing Number:

IRN:

Check Number:

Check Amount:

Equal to

Settlement Status:

ALL

5515/Debit Voucher Number:

215/Deposit Ticket Number:

Cashier ID:

Batch ID:

☒ Received Date:

From

To

☐ Check Capture Date:

From

To

☐ Settlement Date:

From

To

☐ Return Settlement Date:

From

To

Cancel

Clear

Submit Request

Generate a Historical Report (Cont'd)

CIRA CSV Historical Report

Please enter CIRA CSV Historical Report search criteria.

* Denotes required fields.

Search Criteria

OTC Endpoint:

Configured OTC Endpoints

<< < 1-1 > >> of 1 Records

Select	OTC Endpoint	Highest Level Organization
<input checked="" type="radio"/>	OTS	Bureau of the Public Debt

☒ Include Subordinates

Form Name:

-- Select Form --

Deploy Date:

-- Select Version --

User Defined Fields:

User Defined Field 1:

User Defined Field 2:

User Defined Field 3:

User Defined Field 4:

Account:

Bank Routing Number:

IRN:

Check Number:

Check Amount:

Equal to

Settlement Status:

ALL

5515/Debit Voucher Number:

215/Deposit Ticket Number:

Cashier ID:

Batch ID:

☒ Received Date:

From

To

☒ Check Capture Date:

From 08/01/2011

To 08/10/2011

☐ Settlement Date:

From

To

☐ Return Settlement Date:

From

To

Cancel

Clear

Submit Request

Generate a Historical Report (Cont'd)

CIRA CSV Historical Report

Please enter CIRA CSV Historical Report search criteria.

Your report request has been successfully received.

* Denotes required fields.

OTC Endpoint:

Configured OTC Endpoints
 << < 1-1 > >> of 1 Records

Select	OTC Endpoint	Highest Level Organization
<input checked="" type="radio"/>	OTS	Bureau of the Public Debt

☒ Include Subordinates

Form Name:
-- Select Form --

Deploy Date:
-- Select Version --

User Defined Fields:
 User Defined Field 1:
 User Defined Field 2:
 User Defined Field 3:
 User Defined Field 4:
 Account:
 Bank Routing Number:
 IRN:
 Check Number:

Check Amount:
Equal to

Settlement Status:
ALL

5515/Debit Voucher Number:

215/Deposit Ticket Number:

Cashier ID:

Batch ID:

☒ Received Date:
From To

☒ Check Capture Date:
From 08/01/2011 To 08/10/2011


☐ Settlement Date:
From To

☐ Return Settlement Date:
From To

Cancel Clear Submit Request

View a Previously Generated Historical Report

February 10, 2014 Home | My Profile | Training | Print | Help | Log Out

 **OTCnetSM**
Deposits Made Simple

Online Application

Connection Status: **Online**


Welcome, otcnet tonqeChkAdmin

Check Processing Administration **Reports**


Check Processing Reports **Historical Reports**

Generate Historical Reports

View Previously Generated Reports



View a Previously Generated Historical Report (Cont'd)

**OTCnet**SM
Deposits Made Simple

February 10, 2014

Home | My Profile | Training | Print | Help | Log Out

Online Application

Connection Status: **Online**

Welcome, otcnet tcnqeChkAdmin

Check ProcessingAdministrationReports



Check Processing ReportsHistorical Reports ▾

Location: Home » Reports » Historical Reports » View Previously Generated Reports

View Previously Generated Reports


1

Please select one of the reports to download.

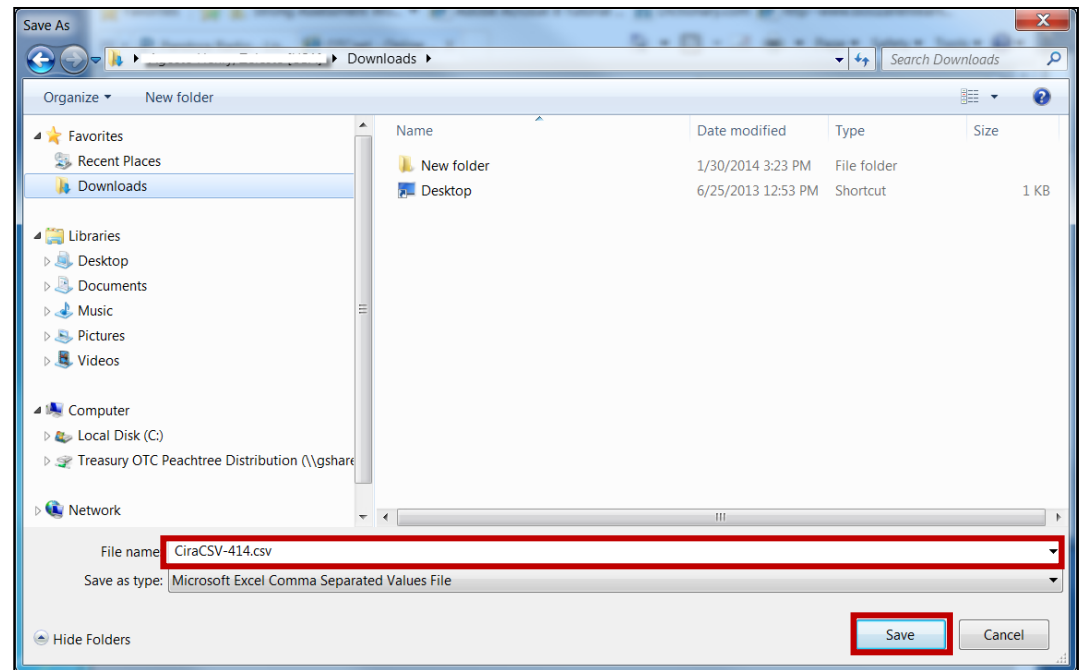
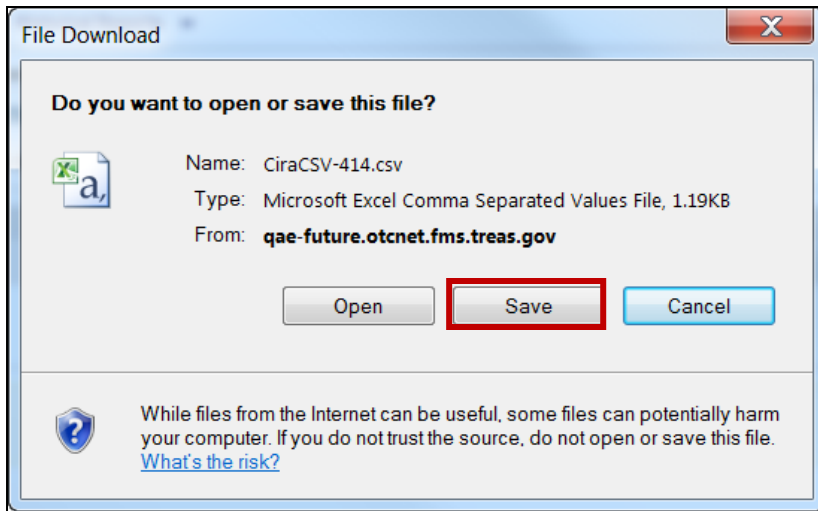
Report Type	Submitted Time	Search Criteria Parameters	Status	Download
CIRA CSV Historical Report	02/10/2014 03:15:49 PM ET	▶	COMPLETED	
CIRA CSV Historical Report	02/04/2014 12:49:35 PM ET	▶	COMPLETED	

Cancel

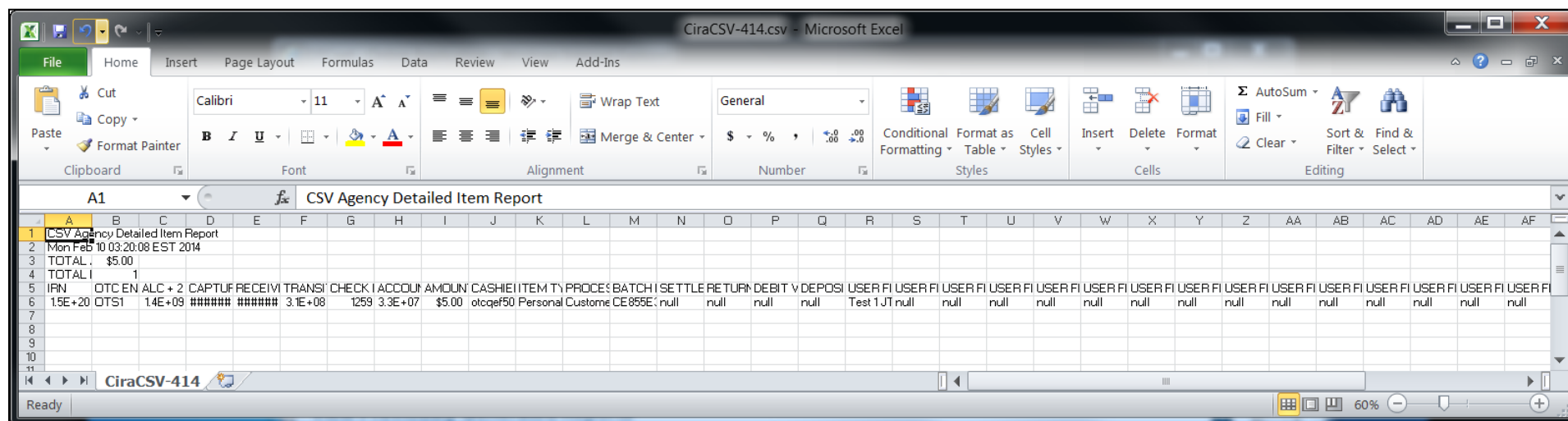
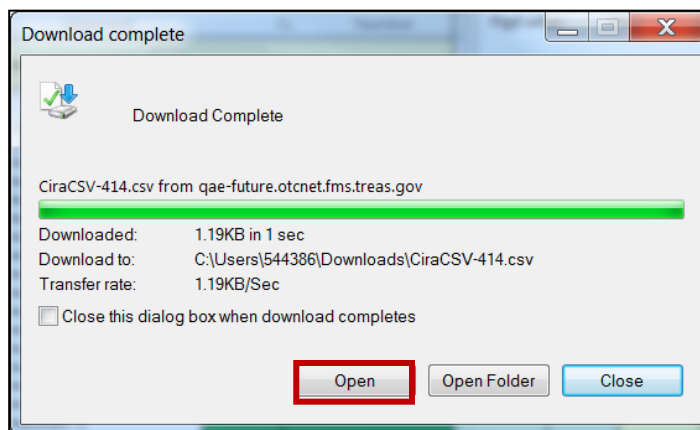
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Department of the Treasury
Financial Management Service 

View a Previously Generated Historical Report (Cont'd)




View a Previously Generated Historical Report (Cont'd)



Hardware Overview

Comparable Scanner Overview

In addition to the new EC9000 and Panini I:Deal scanners, agencies also have the option to continue purchasing the EC7000 and the Panini Vision X series scanners.¹





Scanner	Scanning Capability	Dual-Sided Capture	Communication Ports			Documents per Minute (DPM)	Franker	Warranty	Price
			USB	COM	AUX				
 RDM EC7000	Single Check Feed Scanner	✓	✓	✓	✓	N/A	Included	2 years	\$328
 RDM EC9000	Multiple Check Feed Scanner	✓	✓			90	Included	2 years	\$354
 Panini I:Deal	Single Check Feed Scanner	✓	✓			N/A	Sold Separately ²	1 year	\$294
 Panini VisionX	Multiple Check Feed Scanner	✓	✓			X50: 50 X75: 75 X100: 100	N/A	1 year	X50: \$782 X75: \$962 X100: \$1,142

¹ The RDM EC5000, RDM EC6000, and Panini MyVisionX check scanners (not listed here) are supported by the OTCnet system, but are no longer available for purchase.

² When using the franking feature, the Panini I: Deal scanner will frank the check as soon as it is scanned, rather than waiting until the operator has saved the transaction.

Comparable Scanner Overview

In addition to the new EC9000 and Panini I:Deal scanners, agencies also have the option to continue purchasing the EC7000 and the Panini Vision X series scanners.¹

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 Panini I:Deal	Single Check Feed Scanner	✓	✓			N/A	Sold Separately ²	1 year	\$294
 Panini VisionX	Multiple Check Feed Scanner	✓	✓			X50: 50 X75: 75 X100: 100	N/A	1 year	X50: \$782 X75: \$962 X100: \$1,142

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Ingenico Keypad



OTCnet supports the use of the Ingenico i3050 keypad. While not a required piece of equipment, the Ingenico keypad could improve your agency's accountability at point-of-sale locations. The keypad allows your customers (check writers) to validate the transaction amount before your cashier saves it to the OTCnet database for settlement.



The Ingenico i3050 keypad sells for \$268.75 and features a 128 x 64 pixel backlit screen, has a small footprint to optimize counter space, and requires a serial port (RS 232) for direct connection to your computer. This keypad can also connect via Pass-Through mode if your scanner is equipped with an AUX communication port. To order this keypad, complete an Interagency Agreement (IPAC) form as detailed on the next slide.

Purchasing OTCnet Hardware

1. Complete an Interagency Agreement (IPAC) form to transfer funding for hardware from your agency to Treasury/Fiscal Service, and have the OTC Deployment Team purchase the hardware on your behalf. Please let the OTCnet Deployment Team know if you would like to order via IPAC and they will send you a quote along with additional instructions for completing the form. Once the IPAC is approved by Fiscal Service, the hardware will be shipped via overnight shipping. Note that shipping is free with this option.
2. To place an order for immediate shipment, use your agency purchase card to purchase the hardware directly from the vendor. Please note that you will be charged for shipping if you order from the vendor. To purchase through this method, the OTCnet Deployment Team will provide your organization with forms for the two commonly-used vendors: RDM and Bankers Exchange. Their information is also below.
 - a. RDM POC: Stacy Carson / 1-800-567-6227 x345 / scarson@rdmcorp.com
 - b. Bankers Exchange POC: Birch Harrison / 1-888-749-6396 x122 / birch.harrison@bankersx.com





Resources

- ▶ For more information on Release 1.5, please reference the *Release 1.5: OTCnet Check Scanner Comparison* document and *Release 1.5: Historical Reporting Fact Sheet*
- ▶ If you would like to learn more about other OTCnet functions, please visit the OTCnet training website at: <http://www.fms.treas.gov/otcnet/training.html>



Release 1.5: OTCnet Check Scanner Comparison

Below is a side-by-side comparison of the different types of check scanners that are available for purchase with OTCnet Release 1.5. Please refer to the second page for more details on how to purchase a check scanner.¹

Scanner	Scanning Capability	Dual-Sided Capture	Communication Ports			Documents per Minute (DPM)	Franner	Warranty	Price
			USB	COM	AUX				
 RDM EC7000	Single Check Feed Scanner	✓	✓	✓	✓	N/A	Included	2 years	\$328
 RDM EC9000	Multiple Check Feed Scanner	✓	✓			90	Included	2 years	\$354
 Panini I:Deal	Single Check Feed Scanner	✓	✓			N/A	Sold Separately ²	1 year	\$294
 Panini VisionX	Multiple Check Feed Scanner	✓	✓			X50: 50 X75: 75 X100: 100	N/A	1 year	X50: \$782 X75: \$962 X100: \$1,142

¹The RDM EC5000, RDM EC6000, and Panini MyVisionX check scanners (not listed here) are supported by the OTCnet system, but are no longer available for purchase.

²When using the franking feature, the Panini I: Deal scanner will frank the check as soon as it is scanned, rather than waiting until the operator has saved the transaction.

Release 1.5: Historical Reporting Fact Sheet

Release 1.5, which will be made available to all OTCnet users in June 2014, will introduce a historical reporting (archiving) function into the OTCnet system. Below is some information about historical reporting that will help you prepare for this new feature.

What is a Historical Report?

A Historical Report is used to query check records that are associated with batches that have been forwarded for settlement more than 18 months.

What is the benefit of the Historical Reporting feature?

The new historical reporting feature allows you to efficiently generate CIRA CSV Historical Reports while using other functions of OTCnet simultaneously.

Which OTCnet user roles can access Historical Reports?


Agency Manager, Check Capture Administrator, MYD Editor, and MYD Viewer users will be able to access the historical reporting feature.

What search criteria do I need to locate check records using the new Historical Reporting function?

You can search for check records using various criteria, including: OTC Endpoint, User Defined Fields (UDFs), Account Number, Bank Routing Number, and Individual Reference Number (IRN). If you run a search without specifying any criteria other than an OTC Endpoint, the search results will include all checks in the system that you have access to view.

Where can I find the Historical Reporting function in OTCnet?

After logging into the OTCnet application, click the Reporting tab, select Historical Reports, and click Generate Historical Reports to access the Historical Reporting Function, as illustrated in the figure below:



Can I search for previously generated Historical Reports?

Previously generated Historical Reports are available for seven days and can be downloaded using the View Previously Generated Reports function. Duplicate report requests based on identical search parameters cannot be made within the same seven day period; however, after seven days, the same report request can be submitted.

Is there a limit to the number of rows that can be downloaded in a CIRA CSV Historical Report?

OTCnet does not limit the number of rows that can be downloaded in a CIRA CSV Historical Report. However, if you use Microsoft Excel 2007 or higher to generate the report, up to one million rows can be viewed of the records returned in a CIRA CSV historical file. With a lower version of Excel, up to 65,000 rows can be viewed.

If you would like to learn more about other OTCnet functions, please visit the OTCnet training website at: <http://www.fms.treas.gov/otcnet/training.html>.

Future Releases

Future Releases: Release 2.0 Overview

In Spring 2015, OTCnet Release 2.0 will be made available and will introduce new features into the OTCnet system that will better support agencies' needs. The changes include the following:

1. The current account classification functionality for single check items will be expanded to batch level. Agencies will have the flexibility to report account classification either at check/detail level or at batch/summary level with multiple Classification Keys (C-Keys).
2. OTCnet will start processing Adjustment, Correction, or Reversal transactions (ACR transactions) from Debit Gateway. The CIRA Query and OTCnet Reports will allow users to search ACR transactions.
3. A new Default Accounting Code function will allow users to assign a default accounting code to an OTC Endpoint. This default accounting code will be used for reporting classification amount at the batch level when there is a return or a failed item within a batch to Collection Information Repository (CIR). In addition, the default accounting codes will be assigned to check items and vouchers when there is an ALC correction scenario.
4. A new administrative feature will allow agencies to add, edit, or remove Agency comments that are associated with a voucher that is sent to CIR.

Questions?